

2012 Open Enrollment

Participating Group Employees

May 7 – 23, 2012



Look for your 2012 Open Enrollment package in your mail at home!

Don't miss your once-a-year opportunity to *enroll or make changes* to your Health and/or Dental coverage!

Follow the checklist in your letter to ensure you complete all required steps during Open Enrollment.

For more information and to view a copy of the 2012 Open Enrollment booklet available by May 1, please visit, www.ben.omb.delaware.gov/nonpayroll. If you do not have access to a computer, please see your organization's Human Resources/Benefits Office representative for assistance.

Important reminder!

- If you cover your spouse in one of the State of Delaware Group Health Insurance health plans, you **MUST** complete a new Spousal Coordination of Benefits form each year during Open Enrollment and anytime your spouse's employment or insurance status changes.
- Complete the Spousal Coordination of Benefits form online at www.ben.omb.delaware.gov/documents/cob no later than May 23, 2012.
- Once completed, click "Printable Summary" to print a copy of your submission for your records.
- More benefits information is available on the Statewide Benefits Office website at, www.ben.omb.delaware.gov.

QUESTIONS:

Please contact your Human Resources/Benefits Office or call the Statewide Benefits Office at 1-800-489-8933 or (302) 739-8331.